

**Tools of Assessment & Treatment**  
**with an Introduction to Sports Massage**  
**Swedish Institute**

**COURSE DESCRIPTION:**

**2.0 credits**

This course presents the beginning steps of assessment and introduces many new treatment techniques.

The first and largest section of the course is the Assessment & Treatment unit. In this unit students will learn the basic principles and techniques of Passive Range of Motion and Active Range of Motion as well as Muscle Length Tests. These assessment skills are used with clients to help identify which muscles may be shortened and which may be overstretched. This knowledge will help you more efficiently determine and target muscles in need of work. These tools of assessment will provide a base for further assessment training.

Besides assessment tools, students will learn many new treatment techniques. These techniques include Body Mobilization Techniques to help enhance flexibility and Proprioceptive Neuromuscular Facilitation techniques (namely Tense and Relax and Reciprocal Inhibition) to help establish more length in shortened tissues.

This assessment knowledge, combined with the new treatment techniques, will enable your work to become much more specific, efficient and effective.

Throughout this unit we will also be talking about self-care. You will be introduced to simple exercises to help improve strength, coordination and stability. You will learn about stretching to improve flexibility. Much of this knowledge can be incorporated immediately into your own self-care routines and can also be used to aid clients in their own self-care and prevention or in recovery from injury.

In the Introduction to Sports Massage unit, students will learn to combine stretching,

Body Mobilization Techniques and Tense and Relax techniques and additional techniques, to create sessions tailored for individual athletes. Some of the additional techniques include Reciprocal Inhibition, approximation and hydrotherapy. Students will also learn the principles and practice of sports massage, focusing on pre-event and post-event massages. Additionally students will continue to build on their assessment skills by learning about conditions such as sprains, strains, thermal injuries, cramping and dehydration.

**PREREQUISITE:**

Swedish Massage I

**PRE or CO-REQUISITES:**

Anatomy and Physiology II  
Neurology

**CO-REQUISITE:**

Swedish Massage II

**CLASS FORMAT:**

The format of the class will vary greatly depending on the lesson. The general format of the class includes about 1 hour 20 minutes of lecture/demonstration, a half-hour break, a ten minute stretch/exercise warm-up, and one hour of hands-on practice time for each student.

## **COURSE OBJECTIVES:**

Competency in course material is to be determined by evaluation of session reports and written testing. Evaluation is also based on visual observation of student's hands-on work during class time and during practical hands-on testing. By the end of the course the student will be able to do the following:

1. Describe in writing the role(s) of strengthening, stretching, passive movement, and isometric, concentric and eccentric contraction, during the process of injury rehabilitation.
2. Lead a fellow student through Active Range of Motion (AROM) for every major joint and verbalize the normal range of motion for each of the joint's movements.
3. Perform Passive Range of Motion (PROM) for every major joint while verbalizing the joint's actions, normal end feels and normal ranges of motion.
4. Demonstrate the following techniques for every major joint: Body Mobilization Techniques, Tense and Relax and Reciprocal Inhibition.
5. Describe, in writing, the benefits, contraindications, and indications for the following techniques: Body Mobilization Techniques, Tense and Relax and Reciprocal Inhibition.
6. Verbalize the actions of all muscles in the course's curriculum.
7. Perform Muscle Length Tests for all muscles in the curriculum.
8. Perform a pre-event sports massage routine incorporating the following strokes and techniques: compression, petrissage, jostling, Body Mobilization Techniques, Tense and Relax, and passive stretching.
9. Perform a post-event sports massage routine including cramp management techniques (Reciprocal Inhibition, approximation, compression, ice application) as well as incorporation of the following strokes and techniques: compression, jostling, Body Mobilization Techniques, and passive stretching.
10. List five benefits and contraindications of both pre- and post-event massage.
11. Define, in writing, the following terms: thermal injury, hyperthermia, hypothermia, dehydration, cramping, sprain and strain.
12. List, in writing, at least three contraindications each to heat and cold applications; three benefits each of ice application and of heat application; the four (sensory) stages of ice applications; and three methods each of ice and/or cold applications and of heat applications.
13. Perform an ice massage to a localized area of an extremity, and a hydrocolator pack application to an area of the back.

Except where otherwise noted, a student's hands-on work during class time and during practical hands-on testing will be demonstrated on a fellow student.

## **ACADEMIC STANDARDS:**

Assessment of student progress includes visual evaluation by the instructor during the course, written session reports, a tools of assessment & treatment practical midterm (during lesson 8), one written final (during lesson 12), and a sports massage practical final (also during lesson 12). Grading of the Tools of Assessment and Treatment course is divided into the following components.

The student can only fail one "Class Grade Component" (either Session Reports or the Classroom Grade) and still pass the course. All students must pass the midterm and both finals to pass the course.

### **I. CLASS GRADE COMPONENTS:**

The student must pass a minimum of one of the following class grade components to pass the course:

#### **1. Session Reports:**

Each student is required to write the four assigned session reports during the term. Each session report will be graded from 0 to 2.5 points based on content.

Session Reports passed in **late** will be given half credit.

Session Reports passed in **on time** with **sub standard content**.

The session report will be handed back to the student to be redone. If the student turns the session report in the next week, it will not be penalized for lateness but credited from 0 to 2.5 points based on content.

#### **For a student who is present in class the day a session report is due:**

- Session reports are marked **on time** if passed in at class time the day they are due.
- Session reports are accepted but marked as **late** if passed in after class and before the teachers stated last allowed due date.

#### **If a student is absent the day a session report is due:**

- Session reports will be marked **on time** passed in anytime in the next 6 days.
- Session reports are accepted but marked as **late** if passed in after 6 days and before the teachers stated last allowed due date.

Session reports are worth 10% of the Course Grade. A minimum score of 75% (i.e. three out of four on-time session reports) is necessary to pass this component.

## 2. **Classroom Grade:**

The Classroom Grade is worth 20% of the Course Grade (5% Professionalism, 5% Participation, 10% Performance).

A minimum score of 15 (75%) or better is required to pass this component.

The following is a list of the criteria on which students will be graded and how it will be scored:

### **A. Professionalism:**

- Follows guidelines listed in the syllabus.
- Takes responsibility for materials missed if absent.
- On-time for class and in returning from break.
- Shows respect for fellow students, instructor and assistant or apprentice.
- Wears a clean and appropriate uniform including appropriate footwear.
- Uses clean linens.
- Demonstrates attention to hygiene. Is free of body, tobacco and other odors.
- Maintains fingernails that are clean and trimmed short.
- Washes hands thoroughly before and after performing massage.
- Comes to class prepared.
- Demonstrates the ability to give clear feedback to fellow students.
- Demonstrates the ability to hear and adjust to feedback concerning behavior from the instructor and/or assistant or apprentice.

5 – Consistent in demonstrating all of the above at a very high level.

4 – Consistent in demonstrating most of the above at a satisfactory level.

3 – Inconsistent in demonstrating the above behaviors.

0 - 2 – Repeatedly fails to demonstrate the above behaviors.

### **B. Participation:**

- Involved and attentive during classroom lectures and discussions.
- Involved and attentive during demonstrations and during hands-on time.
- Follows instructions, asks for clarification and help when needed.
- Hands in thoughtfully completed homework on time.
- Demonstrates the ability to hear and adjust to feedback concerning participation from the instructor and/or assistant or apprentice.

5 – Consistent in demonstrating all of the above at a very high level.

4 – Consistent in demonstrating most of the above at a satisfactory level.

3 – Inconsistent in demonstrating the above behaviors.

0 - 2 – Repeatedly fails to demonstrate the above behaviors.

### **C. Performance:**

- Demonstrates good body and hand mechanics.
- Demonstrates effective and appropriate application of techniques taught in this course.

- Demonstrates neat, secure and appropriate draping.
- Demonstrates appropriate use and care of bolsters, lubricants and equipment.
- Demonstrates adequate progress in hands-on skills taught throughout this course.
- Demonstrates the ability to hear and adjust to feedback concerning hands-on work from the instructor and/or assistant or apprentice.

10 – Performs at an exceptional, outstanding level.

8 - 9 – Performs at a solid, highly competent work level.

6 - 7 – Deficient performance.

0 - 5 – Unacceptable performance.

## II. MIDTERM & FINAL EXAM COMPONENTS:

The student must pass the midterm and both final exams to pass the course.

### 1. Tools of Assessment & Treatment Practical Midterm:

During lesson 8 (week 9) there will be a practical midterm exam covering the material of the first 7 lessons. This exam is 40% of the Course Grade. A minimum grade of 75% or better is required to pass this component.

### 2. Written Final:

The written final exam will be cumulative covering material from the full semester and given during the last class of the course. There will be no other written exam. The written final score is 15% of the course grade. A minimum grade of 65% or better is required to pass this component.

### 3. Sport Massage Practical Final:

The sports massage practical final will also be given during the last class of the semester. The final covers the last 3 lessons of material and focuses on pre-event massage. Areas of evaluation include: a pre-event massage sequence, cramp relief sequences, and stretching techniques including; body mobilization techniques. Categories of grading during this exam include: variety of strokes and techniques, body mechanics, sequencing, application, focus, sensitivity, transitions and timing, verbal instruction, etc. This exam is 15% of the course grade. A minimum grade of 75% or better is required to pass this component.

### **Eligibility for Final Exams:**

If a student has failed one or fewer class grade components and are within their attendance requirements, they may take the final exams. If the student passes the final exams, the failing component will be averaged in to their final grade for the course.

However students who have failed two class grade components will receive a conditional failure. They will be permitted to take the final exams if they are within their attendance requirements. Then after successful completion of their finals they will need to submit a letter of appeal to the Faculty Review Committee to be considered for receiving a passing grade for the course.

**Final Exams Retest Policies:**

If a student has failed the midterm or one final exam and has passed all remaining components and has met all attendance standards, they will be allowed to retest the midterm or the final they failed.

If a student has failed more than one final exam, or the midterm and one final exam, the student may appeal to the Faculty Review Committee for a retest for the failed finals and/or midterm (see Student Handbook). Appeals will only be considered if attendance requirements have been met, all class grade components are passing, and if there are extenuating circumstances.

**Summary of course grade calculation:**

An overall Course Grade of 70% or better is needed to pass the course.

**Class Grade Components:**

Session Reports	75% is passing	10% of Course Grade
Classroom Grade	75% is passing	20% of Course Grade

**Midterm & Final Exam Components:**

Tools of Assessment & Treatment Practical Midterm	75% is passing	40% of Course Grade
Written Final	65% is passing	15% of Course Grade
Sport Massage Practical Final	<u>75% is passing</u>	<u>15% of Course Grade</u>

<b>Course Grade:</b>	70% is passing	100% of Course Grade
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**Scale for converting number grades into letter grades:**

95 – 100 = A  
 90 – 94 = A-  
 87 – 89 = B+  
 84 – 86 = B  
 80 – 83 = B-  
 75 – 79 = C+  
 70 – 74 = C  
 0 – 69 = F

## **POLICIES AND PROCEDURES:**

### **Guidelines:**

- 1. Students need to be in full uniform from the beginning of class to the end of class (except for the time the student is being worked on).** This demonstrates a level of professionalism that we are fostering here at the Swedish Institute. For Tools of Assessment and Treatment the uniform is the Swedish Institute T-shirt, dark blue or black pants, and non-skid, closed toe, low heeled shoes.
- 2. Students need to remove all jewelry that might rub or scratch a “client” (including watches) before performing any hands-on work in class. Students need to remove necklaces while being worked on. Earrings worn to class should be small without any sharp edges.**
- 3. Students are required to bring unscented lubricant, a clean white sheet, towel, and pillowcase (or face cradle cover) to class each week.** This will help create a clean and professional environment.
- 4. Students must observe all hygiene standards.** No body odor or strong scents, hands washed/sanitized before and after working, nails clipped short, etc.
- 5. There is no eating or drinking in the classroom.** This will help keep the classrooms neat, clean, odor free and prevent crumbs and sticky surfaces that invite insects and rodents. Eating and drinking is only to be done in the 5<sup>th</sup> floor student lounge. Drinking water from closed, non-breakable containers is allowed in the classroom.
- 6. There is absolutely no cell phone usage in classrooms including calling, receiving calls, taking of photos or texting.** It is expected that all cell phones will be turned off before entering the classroom. This will reduce distractions, interruptions and noise. Cell phones are to be used only in the student lounge on the 5<sup>th</sup> floor.
- 7. Do not open windows without clear instructions from the instructor.** The purpose of the latches on the top or lower windows can be counterintuitive. If latches are not secure the heavy windows can fall into the classroom and cause injury. If you would like a window to be opened for air circulation or to help control the classroom temperature, ask you instructor.
- 8. Students are expected to keep eyes open in class during lecture, discussions and demonstrations.** If a students eyes are closed, even if they are not asleep, they may be given a half or full-absence at the instructors discretion. If there are extenuating circumstances that are effecting your ability to stay focused in class, please talk with your instructor.
- 9. Students are expected to have completed all assignments and readings for a particular class before class time.** This will allow instructions to collect or talk about homework at the start of class and helps instill professionalism and respect

for deadlines. Quizzes and exams will include material from readings and class discussions. If an aspect of the readings is unclear, please note the text and page number so your instructor can enhance your understanding.

10. **All hands-on practice for class assignments must be done under the supervision of a licensed massage therapist.** To facilitate this, practice sessions are offered regularly at the Swedish Institute. Schedules and information about practice sessions can be found in the student lounge, on the on-line student bulletin board, and in the sub-basement practice room.
11. **Students are expected to be on time at the beginning of class as well as on time coming back from every break. Leaving class during class time should be reserved for emergencies only.** This will help insure you don't miss important information. It will also allow instructors to maximize class time and will limit distractions to fellow students and the instructor. Your presence may also be needed when students are partnering for hands-on work. Arriving to class late, leaving class early, or stepping out during class time, may be marked as a late or half absence at the discretion of the instructor.

#### **Attendance:**

Students are responsible for being familiar with all material covered and for the completion of the assignments given in any missed class. Missed information should be obtained from the syllabus, readings and fellow students or by make-up classes or tutorials.

Students are allowed two absences. **Any absence over two absences will be grounds for failure unless the student makes up the missed class content in one of the following ways:**

1. The student attends another section of the course (during their current semester) in which the exact missed material is covered. This make-up must be documented and signed by the instructor of the make-up class and returned to the regular course instructor. There is a \$25 fee for this make-up.
2. The student arranges for a one-and-one-half-hour tutorial (\$40 fee) with an instructor, assistant, or apprentice, which covers the missed material. This tutorial must be completed with signed documentation returned to the regular course instructor.

If the make-up is not completed within 3 weeks from the date the last absence occurred, or by the end of the course, whichever comes sooner, the student will receive a grade of F-appeal for the course. The student will need to go through the appeal process as described in the Student Handbook. Successful appeal will result in a passing, but lowered course grade. Unsuccessful appeal will require a repeat of the course.

**Any single absence or ½ absence beyond a third (made-up) absence constitutes a failure of the course and the student will need to repeat the course.**

**Missing the first 2 classes or any 3 consecutive classes constitutes an automatic failure of the course; make-ups will not be allowed in these cases.**

If a student arrives substantially late or leaves class substantially early the student will receive either a half or full absence, at the discretion of the instructor.

**Lateness Policy:**

Lateness policy is separate from absence policy. Roll will be taken within the first five minutes of class. Students arriving after roll is taken, or who return late from break, or who leave class early will be marked late. Students are allowed three lates. Each late beyond that number will result in a 2 point deduction from their final numerical course grade before the final grade is converted to a letter grade.

For example, if a student's final grade for the course was a 93, but she had been late a total of 5 times during the semester, 2 points would be deducted from that grade for each late over the maximum allowed. In this case 4 points would be deducted and the final course grade would go from a 93 (A-) to an 89 (B+). In the case of a student with low passing grades, excessive lateness could result in failure, by the same process of point deductions.

**Special note:**

Excessive absence and/or lateness and/or failure to participate in classes may be grounds for course failure.

**TOOLS OF ASSESSMENT & TREATMENT  
SYLLABUS AND READINGS**

**Required Readings:**

**Introduction to Massage Therapy, Second Edition**, Mary Beth Braun & Stephanie Simonson – Lippincott Williams & Wilkins, 2008

**Save Your Hands!, 2<sup>nd</sup> Edition**, Lauriann Greene & Richard W. Goggins – Gilded Age Press, Inc., 2008

**Tools of Assessment & Treatment, Student Manual – 4th Edition (Manual)**, Swedish Institute, 2006

**Understanding Sports Massage – Second Edition (USM)**, Patricia Benjamin and Scott Lamp – Human Kinetics, 2005

**Suggested Readings:**

**Facilitated Stretching, 2<sup>nd</sup> Edition**, Robert McAtee – Human Kinetics, 1999

**Heat & Cold as Therapy**, Laurel Fowle – Curties-Overzet Publications, 2006

Week	Lesson	TOPICS	READINGS – To be done before class
1	1	Hip Intro to Active & Passive Range of Motion Intro to Muscle Length Tests	<u>Syllabus</u> : pp. 1-12 <u>Manual</u> : pp. 1-3, 10-16, 55-78, 82-88 <u>Intro. to Massage Therapy</u> : pp. 131-136
2	2	Knee Intro to Tense & Relax Self-Care	<u>Manual</u> : pp. 4-9, 18-25, 89-119, 79-81 <u>Intro. to Massage Therapy</u> : pp. 318-323
3	3	Leg, Ankle & Foot Intro to Body Mobilization Techniques	<u>Manual</u> : pp. 17, 121-146
4	Credited as a Swedish II Lesson	Chair Massage	<u>Manual</u> : pp. 45-54 <u>Intro. to Massage Therapy</u> : pp. 518-523 <u>Save Your Hands!</u> : pp. 141-155
5	4	Shoulder Joint Complex	<u>Manual</u> : pp. 173-207
6	5	Elbow, Forearm, Wrist & Hand	<u>Manual</u> : pp. 209-245
7	6	Cervical Spine	<u>Manual</u> : pp. 247-264
8	7	Review	<u>Manual</u> : pp. 265-268
9	8	Tools of Assessment & Treatment Practical Midterm	
10		<i>PROFESSIONAL DEVELOPMENT</i>	

Week	Lesson	TOPICS	READINGS – To be done before class
11	9	Intro To Sports Massage Pre-Event Massage	<u>Manual</u> : pp. 269-281 <u>USM</u> : pp. 2-22, 58-61, 74-79, 100-107
12	10	Post-Event Massage Cramp Relief Reciprocal Inhibition Intro to Exercise	<u>Manual</u> : pp. 31-43, 283-292 <u>USM</u> : pp. 61-69, 79-82 <u>Save Your Hands!</u> : pp. 174-205
13	11	Hydro/Cryo Therapy Review	<u>Manual</u> : pp. 293-312 <u>Intro. to Massage Therapy</u> : pp. 469-473, 478-481
14	12	Written Final Sports Massage Practical Final	
15		<i>PROFESSIONAL DEVELOPMENT</i>	

## ERRATA SHEET

for

Tools of Assessment & Treatment - Student Manual – 4th Edition

**Page III** - The lessons have been rearranged slightly, (since the most recent edition of the manual was written), to allow for a better flow and build to the material. Please follow the lesson numbers as written in the syllabus and not the lesson numbers as written in the table of contents.

**Page IV** - The first objective listed is no longer an objective for the course.

**Pages 265, 266 and 267** - The “Tools of Assessment & Treatment Practical Final” is now being called a midterm.

So, on pages 265, 266 and 267 every time it says “Final” it should now read “Midterm.”

**Cut:** “Final” and replace it with “Midterm

**Headers and lines should read:** “Tools of Assessment & Treatment Practical Midterm”

**Pages 267-268** - The “Practical Midterm” Form is being updated. Your instructor will distribute the updated version to you towards the middle of the semester.

**Page 311** - The “Sports Massage Practical Final” Form is being updated. Your instructor will distribute the updated version to you towards the end of the semester.

**Page 317** - “Core Exercises – Session Report #1” is not longer being used. In it’s place you will be using the same session report as session reports # 2 and 3, or your instructor will be giving you a modified version of session report #2 or 3.

We are very concerned with producing classroom materials that are helpful, clear, professional and accurate. Please submit any suggestions, or typos you notice, to the Department Chair. Thank you.